



1. General Course Information

1.1 Course Details

Course Code:	2206AFE
Course Name:	Investment Analysis and Management
Trimester:	Trimester 3, 2020
Program:	Associate Degree in Commerce and Business Mt Gravatt
Credit Points:	10
Course Coordinator:	Eliot Sanft
Document modified:	14 September 2020

Course Description

Investment Analysis and Management is a 10 Credit Point course within the Associate Degree in Commerce and Business. The course is situated within the second year of the program. The Associate Degree in Commerce and Business is designed to provide students with a pathway to:

- further university studies in Commerce, Business and related degrees or
- direct employment

The rapidly changing financial environment and the number of new instruments available have made analysis a task which can only be carried out by persons who have been equipped with updated skills. This course studies the controversial issues and the current advances in the analysis of international capital markets and presents a range of analytical techniques. Investment analysis and management is important to both individuals who manage their own personal investments and investment managers who invest on behalf of their clients or companies.

Assumed Knowledge

To successfully enrol in this Course, you must provide evidence that you have completed the following Courses:

- 1101AFE - Accounting Principles and 2201AFE Corporate Finance; or,
- 1102AFE - Accounting for Decision Making and 2201AFE Corporate Finance

1.2 Teaching Team

Your teacher can be contacted via the email system on the portal.

Name	Email
Eliot Sanft	eliot.sanft@staff.griffithcollege.edu.au

1.3 Staff Consultation

Your teacher is available each week for consultation outside of normal class times. Times that your lecturer/tutor will be available for consultation will be given in the first week of lectures. A list of times and rooms will be published on the Griffith College Portal under the "Support and Services/Teacher Consultation Times" link.

1.4 Timetable

Your timetable is available on the Griffith College Portal at Class Timetable in Student and Services.

1.5 Technical Specifications

All students must have access to a computer or suitable mobile device.

2. Aims, Outcomes & Generic Skills

2.1 Course Aims

Investment Analysis & Management aims to assist students to:

- Understand the nature and operation of global capital markets.
- Understand the theoretical underpinnings of investment analysis.
- Understand the procedures involved in analysing investment alternatives in the face of uncertain outcomes.
- Develop the ability to apply the theoretical constructs and respond rationally to the volatility of financial markets.
- Explore current practice in the investment and financial services industry.

These skills are important for evaluating individual investments, both equities and fixed income instruments. Investment Analysis & Management is complemented with a third-year course - Portfolio Management, which considers, quantitatively and in depth, the issues involved in combining the individual assets into optimal portfolios and the ongoing management of such portfolios. The two subjects are run using the same text, virtually as a single full-year course



2.2 Learning Outcomes

After successfully completing this course you should be able to:

1. Explain both the theoretical and practical components of investment markets and analysis.
2. Analyse, value and manage equities and bonds.



2.3 Generic Skills and Capabilities

For further details on the Generic Skills please refer to the Graduate Generic Skills and Capabilities policy.

Griffith College aims to develop graduates who have an open and critical approach to learning and a capacity for lifelong learning. Through engagement in their studies, students are provided with opportunities to begin the development of these and other generic skills.

Studies in this course will give you opportunities to begin to develop the following skills:

Generic Skills and Capabilities		Taught	Practised	Assessed
Acquisition of discipline knowledge and skills with critical judgement		✓	✓	✓
Communication and collaboration		✓	✓	✓
Self-directed and active learning		✓	✓	✓
Creative and future thinking		✓	✓	✓
Social responsibility and ethical awareness		✓	✓	
Cultural competence and awareness in a culturally diverse environment		✓	✓	



3. Learning Resources

3.1 Required Learning Resources

Texts and Supporting Materials

Course material such as Learning Experience questions, learning content and course announcements will be made available through the course notes section of the Griffith College portal.

Required Text:

Frank K. Reilly, Keith C. Brown and Sanford K. Leeds (2019) [Investment Analysis & Portfolio Management](#) (11th Ed.). Cengage: Boston, MA.

E-book is also available.

3.2 Recommended Learning Resources

- Frank K. Reilly, Keith C. Brown (2012) [Investment Analysis and Portfolio Management](#) (10th Ed). Cengage: Mason, OH.
- Simon Benninga; Benjamin Czaczkes (2008). *Financial Modeling (3rd Ed.)*. MIT Press, Cambridge.
- Benjamin Graham (2005). *The Intelligent Investor: the classic text on value investing*. Harper Business, New York.

- Tahira K. Hira; Cäzilia Loibl (2008). *Chapter 15: Gender Differences in Investor Behaviour*, in Handbook of Consumer Finance Research, Springer, New York.
- Imran Tahir; Mark Brimble (2011). *Islamic investment behaviour*, in International Journal of Islamic and Middle Eastern Finance and Management

3.3 College Support Services and Learning Resources

The College provides many facilities and support services to assist students in their studies. Links to information about College support resources that are available to students are included below for easy reference.

[Digital Library](#) – Databases to which Griffith College students have access to through the Griffith Library Databases.

MyStudy – there is a dedicated website for this course via MyStudy on the Griffith College Portal.

[Academic Integrity Tutorial](#) - this tutorial helps students to understand what academic integrity is and why it matters. You will be able to identify types of breaches of academic integrity, understand what skills you will need in order to maintain academic integrity, and learn about the processes of referencing styles.

Services and Support provides a range of services to support students throughout their studies including academic advice and assignment help from Student Learning Advisors, and personal and welfare support from Student Counsellors.

[Jobs and Employment](#) in the Student Hub can assist students with career direction, resume and interview preparation, job search tips, and more.

[IT Support](#) provides details of accessing support, information on s numbers and internet access and computer lab rules.

3.4 Other Information about your Learning

Attendance

You are expected to actively engage in all learning experiences and learning activities which underpin the learning content in this course. You are expected to engage with the learning content and learning activities outside of timetabled class times. This requires you to be an active agent of your learning. You are expected to bring all necessary learning resources to class such as the required textbook and /or Workbook. In addition, you are encouraged to BYOD (bring your own device) to class such as a laptop or tablet. This is not a requirement as computer lab facilities are available on campus, however, the use of such devices in the classroom is encouraged with appropriate and considerate use principles being a priority.

Preparation and Participation in Learning

In order to enhance your learning, you need to prepare before participating in the learning experiences. Absorb the learning content and complete the learning activities that are provided online before you attend the scheduled learning experiences. Make sure you complete the learning activities set each week, they are designed to support your learning. Active participation in your learning will enhance your success. Ask questions when something is unclear or when you want to bring some issue to your teacher's attention; respond to questions to test your knowledge and engage in discussion to help yourself and others learn.

Consultation Sessions

Teachers offer extra time each week to assist students outside the classroom. This is known as 'consultation time.' You may seek assistance from your teacher on email or in person according to how the teacher has explained this to the class. Attendance during consultation time is optional but you are encouraged to use this extra help to improve your learning outcomes.

Course Learning Materials

Learning materials are made available to you in MyStudy on the Griffith College Portal. The learning materials are arranged in Modules. In each Module you will find the learning content, learning activities and learning experiences. Actively working your way through these course learning materials together with your teacher will prepare you to succeed when completing the evidence of learning (assessment).

Self-Directed Learning

You will be expected to learn independently. This means you must organise and engage with the course learning content even when you are not specifically asked to do so by your teacher. The weekly guide will be helpful to organise your learning. This involves revising the weekly course learning material and completing the learning activities. It also means you will need to find additional information to evidence your learning (assessment) beyond that given to you, and to construct your own response to a question or topic. All of this requires careful planning of your time. Expect to spend, on average, at least 10 hours per week including class time for each of your courses.

Program Progression

You are reminded that satisfactory Program Progression requires that attendance in classes is maintained at equal to or greater than 80%, and that GPA is maintained at equal to or greater than 3.5 [please see Griffith College Policy Library - [Program Progression Policy](#) - for more information].






Teacher and Course Evaluation

Your feedback is respected and valued by your teachers. You are encouraged to provide your thoughts on the course and teaching, both positive and critical, directly to your teacher or by completing course and teacher evaluations via Griffith College's evaluation tool whenever these are available.



4. Learning Content, Learning Activities and Learning Experiences

4.1 Modules for Learning and Weekly Learning Content, Learning Activities and Learning Experience

	 Learning Content	 Learning activities	 Learning experiences	 Evidence of learning	 Learning outcome
Module 1: Introduction to Investment Analysis					
1	Risk and Return Ch 1 & 2	Videos Course outline and assessment Prepare for in-class discussion and activities	Discussion: Investment returns Activity: Risk and return – gain from diversifying overseas		1
2	Efficient Markets Ch 3 & 5	Videos Prepare for in-class discussion and activities	Discussion: Efficient markets Activity: Insider trading	Short report Diversifying overseas	1
3	Estimating Assets Prices CAPM Ch 7	Videos Prepare for in-class discussion and activities	Discussion: Risk and return Activity: Excel: calculating beta	In-class Quiz on measuring returns	1
4	Market and Financial Statement Analysis Ch 5 & 10	Videos Prepare for in-class discussion and activities	Discussion: Market indexes Activity: Financial statement analysis	Analysis of the Efficiency of a Share Market	1
5	Macroeconomic, Industry & Company Analysis Ch 9	Videos Prepare for in-class discussion and activities	Discussion: Macroeconomic factors Activity: Boral & Woolworths performance 2012 - 2019		1
6	Presentations Revision for First Exam		Presentations First Exam revision	Presentation (15%) First Exam (20%)	1
Module 2: Security Analysis and Valuation					
7	Intrinsic valuation Present value of cash flows Ch 8 & 10	Videos Prepare for in-class discussion and activities	Discussion: Present value valuation method Activity: Calculating cash flows		2
8	Relative Valuation Ch 8 & 10	Videos Prepare for in-class discussion and activities	Discussion: Relative valuation method Activity: Valuing student target companies	Short report Present value vs relative valuation of student target companies	2
9	Case study workshop Ch 8, 9 and 10	Videos Prepare for in-class discussion and activities	Discussion: How to structure case study Activity: Company Analysis for student target companies		2
10	Bond Fundamentals Bond Analysis and Valuation Ch 12	Videos Prepare for in-class discussion and activities	Discussion: Bond features Global bond market Activity: Term structure of interest rates	Case study (25%)	2
11	Bond Analysis and Valuation	Videos Prepare for in-class discussion and activities	Discussion: Valuing bonds		2

	Ch 13		<i>Managing bonds portfolios</i> <i>Activity:</i> <i>Forward rates calculation</i>		
12	Second Exam Revision Ch 8, 9, 10, 12 & 13	<i>Practice Exam</i>	<i>Practice exam</i>	<i>Second exam</i> <i>Exam period (40%)</i>	2



5. Evidence of Learning (Assessment Plan)

5.1 Evidence of Learning Summary

				
	Evidence of learning	Weighting	Learning outcome	Due Date
1	Presentation	15%	1	Week 6
2	First Exam	20%	1	Week 7
3	Case Study	25%	2	Week 10
4	Second Exam	40%	2	Exam period

5.2 Evidence of Learning Task Detail

Presentation

Each student will be required to present a short online seminar on an assigned topic in Week 6. Dates and times will be advised during the course. The topics will cover theoretical and practical questions related to the investment process covered in Module 1.

First Exam

The First Exam will be held as an Online Quiz consisting of multiple choice and short answer questions. It will cover the introduction to the investment process and concepts covered in Module 1 during Weeks 1 - 5. More detailed information will be posted on the portal.

Investment Analysis Case Study

The case study is designed to assess students' abilities to analyse a stock allocated to them and to provide a recommendation for a potential investor. The case study will be submitted at the end of Week 10. Various aspects of the analysis would be practiced in the learning experiences prior to the case study assessment. Therefore, attendance at those online sessions is an essential part of preparation for this assessment item. More detailed information about this assessment item will be provided prior to the assessment

Second Exam

The second exam will be held in the final examination period at the end of the trimester. It will be of 2.5 hours duration. The exam will consist of multiple choice and short answer questions. The content will be from Module 2 and will pay particular attention to bond valuation and management. In addition, material from Week 4 and 5 from Module 1 on equity analysis will also be assessed.

5.3 Late Submission

An evidence of learning (assessment) item submitted after the due date, without an approved extension from the Course Coordinator, will be penalised. The standard penalty is the reduction of the mark allocated to the assessment item by 5% of the maximum mark applicable for the assessment item, for each working day or part working day that the item is late. Evidence of learning items submitted more than five working days after the due date are awarded zero marks.

Please refer to the Griffith College website - Policy Library > [Assessment Policy](#) for guidelines and penalties for late submission.

5.4 Other Information about Evidence of Learning

Retention of Originals

You must be able to produce a copy of all work submitted if so requested. Copies should be retained until after the release of final results for the course.

Requests for extension

To apply for an extension of time for an evidence of learning item, you must submit an [Application for Extension of Assignment](#) form to your teacher at least 24 hours before the date the assignment is due. Grounds for extensions are usually: serious illness, accident, disability, bereavement or other compassionate circumstances and must be able to be substantiated with relevant documentation [e.g. [Griffith College Student Medical Certificate](#)]. Please refer to the Griffith College website - [Policy Library](#) - for guidelines regarding extensions and deferred assessment.

Return of Evidence of Learning Items

1. Marks awarded for in-trimester evidence of learning items, except those being moderated externally with Griffith University, will be available on the Student Portal within fourteen [14] days of the due date. This does not apply to the final evidence of learning item in this course (marks for this item will be provided with the final course result).
2. Students will be advised of their final grade through the Student Portal. Students can review their final exam papers after student grades have been published. Review of final exam papers will not be permitted after the final date to enrol.
3. Marks for **all** evidence of learning items including the final exam (if applicable) will be recorded in the Moodle Course Site and made available to students through the Moodle Course Site.

The sum of your marks of evidence of learning items in this course does not necessarily imply your final grade for the course. Standard grade cut off scores can be varied for particular courses, so you need to wait for the official release of grades to be sure of your grade for this course.

6. Policies & Guidelines

Griffith College assessment-related policies can be found in the [Griffith College Policy Library](#) which include the following policies:

[Assessment Policy](#), [Special Consideration](#), [Deferred Assessment](#), [Alternate Exam Sitings](#), [Medical Certificates](#), [Academic Integrity](#), [Finalisation of Results](#), [Review of Marks](#), [Moderation of Assessment](#), [Turn-it-in Software Use](#). These policies can be accessed within the [Policy Library](#)

Academic Integrity Griffith College is committed to maintaining high academic standards to protect the value of its qualifications. Academic integrity means acting with the values of honesty, trust, fairness, respect and responsibility in learning, teaching and research. It is important for students, teachers, researchers and all staff to act in an honest way, be responsible for their actions, and show fairness in every part of their work. Academic integrity is important for an individual's and the College's reputation.

All staff and students of the College are responsible for academic integrity. As a student, you are expected to conduct your studies honestly, ethically and in accordance with accepted standards of academic conduct. Any form of academic conduct that is contrary to these standards is considered a breach of academic integrity and is unacceptable.

Some students deliberately breach academic integrity standards with intent to deceive. This conscious, pre-meditated form of cheating is considered to be one of the most serious forms of fraudulent academic behaviour, for which the College has zero tolerance and for which penalties, including exclusion from the College, will be applied.

However, Griffith College also recognises many students breach academic integrity standards without intent to deceive. In these cases, students may be required to undertake additional educational activities to remediate their behaviour and may also be provided appropriate advice by academic staff.

As you undertake your studies at Griffith College, your lecturers, tutors and academic advisors will provide you with guidance to understand and maintain academic integrity; however, it is also your responsibility to seek out guidance if and when you are unsure about appropriate academic conduct.

In the case of an allegation of a breach of academic integrity being made against a student he or she may request the guidance and support of a Griffith College Student Learning Advisor or Student Counsellor.

Please ensure that you are familiar with the Griffith College Academic Integrity Policy; this policy provides an overview of some of the behaviours that are considered breaches of academic integrity, as well as the penalties and processes involved when a breach is identified.

For further information please refer to the Griffith College website - Policy Library > [Academic Integrity Policy](#)

Reasonable Adjustments for Assessment – The Disability Services policy

The [Disability Services policy](#) (accessed within the [Policy Library](#)) outlines the principles and processes that guide the College in making reasonable adjustments to assessment for students with disabilities while maintaining academic robustness of its programs.

Risk Assessment Statement

There are no out of the ordinary risks associated with this course.

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